



**Draft Minutes of Board of Directors Meeting
ASBA Board Room**

December 8, 2006

ATTENDANCE

Board Members

Ms. Maureen Kubinec, President
Ms. Heather Welwood, Vice-President
Mr. Gerry Gibeault, Edmonton Public
Ms. Debbie Cavaliere, Edmonton Catholic
Ms. Carol Bazinet, Calgary Board of Education
Mrs. Lois Burke-Gaffney, Calgary Catholic
Mrs. Wendy Olson-Lepchuk, Zone 1
Mr. Gerry Steinke, Zone 23
Ms. Karen Holloway, Zone 4
Mr. Doug Gardner, Zone 5
Mrs. Patricia Aitchison, Zone 6
Mr. Ted Paszek, ACSTA
Mrs. Judy Muir, PSBAA
Mr. Martin Blanchet, FCSFA

Guests

Mr. Don Beeken, Key Consulting Group Inc. – ASBA Governance Review (A.3)
Mr. Arnold Follinglo, KPMG (A.4)
Mr. Thomas Erasmus, Aboriginal Education (A.7)
Mr. Steve Cymbol (B.3)

Staff/Consultants

Mr. David Anderson, Executive Director
Mrs. Donna Engel, Manager, Corporate Services
Mrs. Heather Rogers, Manager, Financial & Admin Services (A.4)
Ms. Suzanne Lundrigan, Manager, Communications (A.9)
Dr. Leroy Sloan, Consultant (A.6, A.8)
Mrs. Teresa Ergezinger, Administrative Assistant

Note: Any enclosure, report or other document to which a motion relates in whole or in part becomes an integral and official part of these minutes.

CALL TO ORDER

President Kubinec called the meeting to order at 9:00 a.m.

NATIONAL ANTHEM

Ms. Karen Holloway led in the singing of O' Canada.

A. RECOMMENDED ACTION ITEMS

A.1 Agenda

- (a) **Additions/Changes** Mrs. Lois Burke-Gaffney requested that correspondence re GST be added under Discussion Items.
- (b) **Approval**
MOTION #1 That with the addition of the correspondence re GST, the agenda be approved as presented.
G. Gibeault **CARRIED**
- A.2 Approval of Minutes – October 12-13, 2006**
- (a) **Errors/Omissions** **October 12-13, 2006**
A.7 ASBA Directives for Action: Mrs. Pat Aitchison recommended the rewording of third paragraph.
- (b) **Approval**
MOTION #2 That the minutes of the October 13-14, 2005 ASBA Board of Directors meeting be approved as amended.
C. Bazinet **CARRIED**
- (c) **Business Arising** **CHECK WITH DONNA**
- A.3 In-Camera Session**
The observers were not invited to join the *in-camera* session.
- MOTION #3** That the meeting move *in-camera*.
D. Cavaliere **CARRIED**
- MOTION #4** That the meeting move out of *camera*.
P. Aitchison **CARRIED**
- A.4 Audited Financial Statements (2005-2006)**
Mr. Arnold Follinglo of KPMG presented the audited financial statements and the audit findings report for the year ending August 31, 2006. He described the audit as “clean” and provided details regarding the activities in the various funds presented in the financial statements.
The Board reviewed the audited financial statements and agreed to a change in wording on page 11 from “Accrued benefit obligation” to “Pension benefit obligation” for future statements.
MOTION #5 That, with the revisions noted above, the ASBA Board of Directors accept the audited financial statements for the year ending August 31, 2006.
P. Aitchison **CARRIED**
- A.5 Appointment of External Auditor for the 2006-07 Fiscal Year**
This item was deferred to the Board's January 2007 meeting.
- A.6 ASBA Strategic Plan First Quarter Report (2006-2009)**
Dr. Leroy Sloan presented the ASBA Strategic Plan First Quarter Report for the period 2006-2009.

MOTION #6
P. Aitchison

That ASBA administration put in place a system of tracking usage of the BLC Awareness Program on the ASBA website

CARRIED

Mrs. Pat Aitchison requested that a list of ongoing project the Board of Directors is responsible for, be made available at the Strategic Planning Meeting in January 2007. Mr. David Anderson stated that the ASBA will provide a template on key messages and reporting. (check with Donna re keeping last sentence in)

MOTION #7
D. Cavaliere

That the ASBA Board of Directors defer Recommendation #2 to the Strategic Planning Meeting in January 2007.

CARRIED

MOTION #8
H. Welwood

That the ASBA Board of Directors receive the ASBA Strategic Plan 2006-2009 First Quarter Report for information.

CARRIED

**A.7 Alberta Aboriginal
Education Council**

Mr. Thomas Erasmus, member of the Alberta's Commission on Learning reported on a proposal for the establishment of an Alberta Aboriginal Education Council to bring about dramatic and effective change in the delivery of educational programs and services for Aboriginal learners across Alberta.

Mr. David Anderson reported that the Association has agreed to take the lead on the Aboriginal front to CSBA as they will be holding a symposium in the Fall 2007 to share the success stories across the country.

President Kubinec thanked Mr. Erasmus for his presentation and assured him that the ASBA Board of Directors would review the proposal and give consideration to publicly supporting their efforts.

A.8 Accountability Reports

(a) Strategic Planner

L. Sloan and D. Anderson provided an overview on the Accountability Report – Strategic Planner.

MOTION #9
G. Gibeault

That the ASBA Board of Directors accept the recommendations to 1) based on the review of the three quarterly reports and the year-end report of progress relative to the implementation of the 2005-2008 Strategic Plan, determine that the executive director has met the quality indicators relative to Strategic Planning and, 2) request the executive director to include this accountability report in the ASBA Executive Director Evaluation Evidence Binder for the period Sept 1, 2006 – Aug 2007.

CARRIED

(b) **Association Administrator** L. Sloan and D. Anderson provided an overview on the Accountability Report – Association Administrator.

K. Holloway suggested a revision to Recommendation #1 as follows: That based on the board of directors' review of the ASBA audited financial report, the quarterly budget to actual reports and this accountability report, the board determines that the executive director has met the quality indicators as outlined in the Accountability Report – Association Administrator.

MOTION #10
W. Olson-Lepchuk

That, with the revisions as noted above, the ASBA Board of Directors accept Recommendation #1.

CARRIED

K. Holloway suggested that Recommendation #3 should be added as follows: That in light of the change of practice in reporting staff salary costs as a charge against revenue from general meetings and trustee development programs in the ASBA financial statements, the executive director monitor the percentage of staff salaries charged to these functions over the course of the next year, and report back to the board. Upon receipt of this report, the Board will examine BSR-3 and determine if any changes are required.

MOTION #11
L. Burke-Gaffney

That, with the revisions as notes above, the ASBA Board of Directors accept Recommendation #3.

CARRIED

A.9 Agreement re Property Tax

S. Lundrigan provided a handout entitled "Draft Agreement between AUMA and ASBA regarding an approach to Provincial Property Tax". D. Anderson reported that this is a two-party agreement between the AUMA and the ASBA because AAMD&C has withdrawn.

It was suggested that revisions to the wording on the front cover be made as follows: "This draft has been reviewed by the Associations Task Force. The Task Force is recommending this draft be presented for approval to the ASBA and AUMA Board of Directors for approval. After approval by the Boards the agreement will be placed on the convention agendas of both Associations for approval".

The Board of Directors asked that the Background reflect the statement on the front cover. D. Anderson advised that administration would make these changes in consultation with the AUMA. Since the meeting the wording has been adjusted as follows: "This draft is to be presented for approval by the ASBA and AUMA Board of Directors. Upon approval by both Boards, it will be subsequently placed on the convention agendas of both Associations for membership approval".

The Board of Directors also asked that the language describing the key result under Goal #4 be clarified. D. Anderson advised that administration would address this in consultation with the AUMA.

MOTION #12
D. Cavaliere

That the Board of Directors defer acceptance of the Draft Agreement re Property Tax to the February 2007 ASBA Board of Directors Meeting.

At the request of C. Bazinet, this vote was recorded:

For: C. Bazinet, L. Burke-Gaffney, W. Olson-Lepchuk, D. Cavaliere, D. Gardner

Against: M. Kubinec, H. Welwood, G. Gibeault, G. Steinke, K. Holloway, P. Aitchison

DEFEATED

MOTION #13
K. Holloway

That, with the revisions as noted above, the Board of Directors accept the Draft Agreement re Property Tax.

At the request of C. Bazinet, this vote was recorded:

For: M. Kubinec, H. Welwood, L. Burke-Gaffney, G. Gibeault, G. Steinke, K. Holloway, D. Cavaliere, P. Aitchison

Against: C. Bazinet, W. Olson-Lepchuk, D. Gardner

CARRIED

A.10 Insurance Board Appointments – ASEBP

MOTION #14
H. Welwood

That the meeting move *in-camera*.

CARRIED

MOTION #15
D. Gardner

That the ASBA Board of Directors extend Mr. Richard Van Ee's term as a member and Chair of the ASEBP Board of Trustees to December 31, 2007.

CARRIED

MOTION #16
G. Gibeault

That the meeting move out of *camera*.

CARRIED

A.11 External Committee Appointments

- (a) Careers ... The Next Generation
- (b) Knowledge and Employability Skills Courses
- (c) Primary Programs (K-3) Advisory Committee

MOTION #17
D. Cavaliere

That the ASBA Board of Directors direct ASBA administration to canvass boards for trustee interest in serving on these committees for terms to expire December 31, 2008.

CARRIED

A.11 External Committee Appointments

- (d) Program and Assessment Advisory Committee (PAAC) Alberta Education

MOTION #18
H. Welwood

That the ASBA Board of Directors appoint Carol Bazinet to serve on the Program and Assessment Committee for a term to expire August 31, 2008.

CARRIED

A.12 Support of Revised Social Studies Program

MOTION #19
W. Olson-Lepchuk

That the ASBA inform the Minister of the value of implementation support to date and request that a similar level of support be provided during the remaining three years of implementation

CARRIED

A.13 Directors' Requests for Information

There were no items identified.

A.14 Agenda Items – Future Board Meetings

The following items were identified:

- Delete Relationships with Other Education Associations
- Add ASBA Labour Disruption Plan and Labour Update
- Add Responses from ASBA FGM to January meeting
- Add Presentation on LAPP

B. DISCUSSION ITEMS

1) Parameters of Minister's Education Leadership Recognition Award

This item was deferred.

2) Board Strategic Planning Meeting

D. Anderson suggested that an extra day be added to the Strategic Planning Meeting, however, as this is not possible, additional time will be added to the meeting on Saturday.

3) The Cymbol Report

Mr. Steve Cymbol provided handouts regarding the CBE/Palliser Decision and presented his report on educational services to non-resident students and the establishment of alternative programs.

- 4) **Correspondence re GST** This item was deferred.
- D. **MEETING EVALUATION** Directors were requested to complete and return the meeting evaluation form.
- E. **ADJOURNMENT** M. Kubinec wished everyone a Merry Christmas.
MOTION #20 That the meeting adjourn.
(M. Kubinec)

CARRIED
(Unanimously)

The meeting adjourned at 5:55 p.m.

President

Executive Director

DRAFT